

The requirements for a Temporary Mechanics License are as follows:

- 1 On your company letterhead you must request the Temporary License and certify that the applicant has 2 years minimum experience and acceptable combination of documented experience and education to perform elevator work without direct and immediate supervision.
2. The request must be notarized.
3. There will be a \$50.00 processing fee to be attached to the written request.
4. The Temporary Mechanic License will recite that it is valid for thirty (30) days from date of issuance and while the person is employed by the licensed elevator contractor who certified the individual as qualified. The license shall be renewable as needed, for \$50.00 each renewal.
5. The Temporary Mechanic License must be present while the while work is being performed.

The requirements for Emergency Temporary Mechanics License are as follows:

Whenever an emergency exists in the state due to disaster, act of God, or work stoppage and the number of persons in the state holding licenses is insufficient, the licensed contractor shall respond as necessary as follows:

- 1 On your company letterhead you must request the Emergency Temporary Mechanic's License within five (5) days after work has commenced and certify that the applicant has 2 years minimum experience and acceptable combination of documented experience and education to perform elevator work without direct and immediate supervision.
2. The request must be notarized.
3. There will be no processing fee.
4. The Emergency Temporary Mechanic License will recite that it is valid for thirty (30) days from date of issuance for particular elevators or geographical area while the person is employed by the licensed elevator contractor who certified the individual as qualified. The license shall be renewable as needed, no fee will be required.
5. The Temporary Mechanic License must be present while the while work is being performed.